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Approved For Release 2001/03/22 : CIA-RDP80-01826R001000170015-1

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Director of Personnel

DATE: 24 MAR 1958

FROM : Director of Security

STATINTL

SUBJECT: Proposed Agency Notice [REDACTED]  
"Inquiries Concerning Former Employees"REF : Memorandum from D/Pers to D/S, dated 27 February 1958,  
Subject as Above

In order to insure that there is no misunderstanding as to the need for appropriate coordination and protection of Agency interest, it is suggested that paragraph 2 be revised to read:

"Such inquiries should be referred to the Chief, Personnel Operations Division, Office of Personnel, who will ensure that administrative, medical, cover, and security considerations bearing on each such inquiry are properly evaluated and coordinated in the interest of the Agency, the employee and the prospective employer."

STATINTL

FOR THE DIRECTOR OF SECURITY:

[REDACTED]  
Chief, Policy Staff/OS

DE PERSONNEL

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| DOC 16        | REV DATE 22-6-81 | BY 006 11     |
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| ORIG CLASS 11 |                  | REV CLASS 11  |
| JUST          | NEXT REV         | AUTH. MT 7B-2 |

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OFFICE OF THE DIRECTOR

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010258  
7 MAR 1958

MEMORANDUM FOR: Director of Personnel

25X1A SUBJECT : Proposed Agency Notice [REDACTED] - Inquiries Concerning  
Former Employees

1. We have examined your draft of Subject notice and we are in agreement with the purpose intended to be accomplished by its publication.

25X1A9a 2. With regard to the method of coordination regarding administrative, medical, cover and security considerations, it was suggested in a discussion with Mr. [REDACTED] the Chief of your Personnel Operations Division, that a procedure of contacting certain designated individuals, similar to the arrangement currently in existence in connection with the Employee Emergency Regulation, might appropriately be considered for inclusion in this notice. It is believed that such an established process would insure effectual protection for the interests of all the components concerned.

3. We will be pleased to discuss this matter further if you so desire.

[REDACTED]  
CHIEF, [REDACTED]

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